



# Nantucket Planning Board

## APPLICATION FOR A TERTIARY (3rd) DWELLING PERMIT

Date Submitted: \_\_\_\_\_ Fee Amount: \_\_\_\_\_ Number: \_\_\_\_\_

Applicant: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Daytime phone number: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Owner (if other than applicant): \_\_\_\_\_

Mailing address: \_\_\_\_\_

Signature of Property Owner(s) \_\_\_\_\_

### LOCATION OF PROPOSED TERTIARY (3RD) DWELLING:

Street Address: \_\_\_\_\_

Assessors Tax Map #: \_\_\_\_\_ Parcel #: \_\_\_\_\_

Size of Parcel: \_\_\_\_\_ Zoning District: \_\_\_\_\_

Square footage of Tertiary Dwelling: \_\_\_\_\_

Total Number of Parking Spaces: \_\_\_\_\_

Tertiary Dwelling # of Bedrooms: \_\_\_\_\_

Secondary Dwelling # of Bedrooms: \_\_\_\_\_

Primary Dwelling # of Bedrooms: \_\_\_\_\_

**OWNERSHIP TITLE REFERENCES:**

**RECORDED LAND** (Registry of Deeds Title References)

DEED noted in Book \_\_\_\_\_, Page \_\_\_\_\_

Lot(s) # \_\_\_\_\_ shown on Plan \_\_\_\_\_

**REGISTERED LAND** (Land Court Title References)

Certificate of Title Number \_\_\_\_\_

Lot (s) # \_\_\_\_\_ shown on Land Court Plan# \_\_\_\_\_

**OCCUPANCY: (Circle which unit will be owner occupied)**

Primary

Secondary

Tertiary



# Nantucket Planning Board

## Town of Nantucket

### Tertiary Dwelling Checklist

(Updated pursuant to passage of Article 68 of the ATM April 7, 2015)

**NOTE: THERE WILL BE A CAP OF 120 TERTIARY DWELLING PER CALENDAR YEAR.**

- ❖ Application to Planning Board for a Tertiary (3<sup>rd</sup>) Dwelling. The deadline for applications is always a Monday a week before the Planning Board Meeting by 4:30 p.m. The Planning Board meets once a month the second non-holiday Monday of each month, check meeting schedule for months with Monday holidays. Applicants are strongly encouraged to attend the meeting; however, all applicants will be notified by mail of the Board's decision, unless the applicant requests to pick up their approval/denial letter in the office.
- ❖ \$100.00 Application Fee Payable to the Town of Nantucket, this includes three (3) inspections;
  1. To view site;
  2. Prior to Building Permit conditions; and
  3. Prior to the Certificate of Occupancy;
- ❖ \$50.00 re-inspection
- ❖ Two scaled surveyed (2) site plans no larger than 11"x 17", which identify the following:
  - The entire site, including all property lines, existing structures;
  - The road which accesses the site;
  - Existing driveway any proposed modifications or the proposed driveway. The dimensions of the driveway shall be indicated on the site plan. Please note that if the driveway is shared with another property or crosses an abutting property, a copy of the recorded driveway easement will be required;
  - Existing and proposed parking spaces. All parking spaces should be a minimum of nine (9) feet by twenty (20) feet. One compact parking space is permitted per lot which shall be no smaller than seven (7) feet by seventeen (17) feet. All parking shall be dimensioned on the site plan;
  - The existing or proposed construction of the driveway (i.e. dirt, gravel, shell, pavement, etc). Note that unpaved driveways connecting to paved roads will require the construction of a driveway apron pursuant to Zoning Bylaw section 139-20.1;
  - Existing and proposed structures. Need to be labeled which are primary, secondary and tertiary dwellings. The footprint of the tertiary dwellings shall be indicated on the site plan to ensure that it is no more than 550 square feet, if over 550 square feet will need to apply for a Special Permit. Also indicate which unit will be owner occupied.